

7 December 1948

MEMORANDUM

FOR: The Record
FROM: Chief, FBIB
SUBJECT: Reproduction Problems

On 3 December 1948, I conferred with [redacted] of the Reproduction Unit, Services Branch, relative to FBIB reproduction problems. The problems taken up were as follows:

a. Classification of FBIB Facts and Figures publication about the USSR and its satellites has created an unusual problem in that Services Branch has been accustomed to delivering this information without a receipt, and request was made that FBIB revert to classifying this publication as "Restricted". [redacted] was advised that the decision to classify this publication as "Confidential" had been made by I & S and we had no authority to downgrade it. It was further suggested that he work out his distribution with I & S and OGD.

b. The volume of FBIB reproduction work had reached such proportions that the Reproduction Unit of Services Branch could not handle greater volume without more personnel, and that if we contemplated an additional increase in our publication or changes in classification, etc., they should be advised at the earliest possible date in order to absorb the workload at that end more easily. [redacted] was advised that the workload certainly would not get any smaller, and while we did not contemplate any early increase in overall volume of material to be handled, there was a strong possibility that a new publication containing all USSR regional material bearing on USSR war potential might be published separately and classified "Confidential". I agree to furnish [redacted] a written memorandum as soon as a definite decision had been reached in this matter, and also to advise him in writing of any other anticipated changes as far in advance as possible.

c. It would considerably relieve the workload of the reproduction Unit if the Special Reports Division could start sending more material on the Facts and Figures to the Services Branch on Tuesday rather than sending it all over on Wednesday. I agreed that could be done, and directed that Special Reports Division start, effective at once, to conform.

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d. The question of whether or not reproduction would be required to distribute our report on the afternoon of 24 December 1948 was raised. I advised [] that we definitely would have to publish on that date, but that we would attempt to complete our end of the work as early as possible and would advise him not later than 20 December 1948 as to our definite plan.

L. K. WHITE

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